



## Sign Permit Application

Sign Permit Address \_\_\_\_\_ Sign Elevation N S E W

CFW Sign Erectors License #( S/RS ) \_\_\_\_\_ Registered Business Name \_\_\_\_\_

CFW Master Sign Contractor Reg. # ( E/L ) \_\_\_\_\_ Applicants Name \_\_\_\_\_

Contact Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

If you would like to receive Plan Review comments, please provide an email add. \_\_\_\_\_

### Type of Sign:

\_\_\_\_\_ Attached Illuminated \_\_\_\_\_ Detached Illuminated \_\_\_\_\_ Developer (Subdivision Entrance)

\_\_\_\_\_ Attached Non-Illuminated \_\_\_\_\_ Detached Non-Illuminated \_\_\_\_\_ Model Home

\_\_\_\_\_ Banner \_\_\_\_\_ Portable \_\_\_\_\_ Inflatable \_\_\_\_\_ Billboard Repair

Sign Measurements ( Please convert inch measurements into *FEET* and *INCHES* ) \_\_\_\_\_ Double Faced ( Y/N )

Actual Sign Height \_\_\_\_\_ ' \_\_\_\_\_ " Sign Width \_\_\_\_\_ ' \_\_\_\_\_ "

Overall Height of Sign from Grade \_\_\_\_\_ ' \_\_\_\_\_ " Electrical Amps ( if illuminated ) \_\_\_\_\_

Business Name or Copy on Proposed Sign \_\_\_\_\_

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### For Emailed Applications

**Banners may be processed by phone w/CC and address by calling Customer Service 817.392.2222 X 2**

Credit Card # \_\_\_\_\_ Billing Address \_\_\_\_\_

Expires \_\_\_\_\_ CVS Code (found on back of CC) \_\_\_\_\_ Billing Zip Code \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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### Temporary Portable and Inflatable Sign Release ( NOT REQUIRED FOR PERMANENT SIGNS )

( **Wind Feather Signs cannot be Permitted** ) **Portable and Inflatable signs require an 8 1/2" X 11" site plan ( may be hand drawn )**

Tenant ( Business or Organization whose advertisement will appear on sign ) \_\_\_\_\_

Manager/ Operator (print) \_\_\_\_\_ Business Phone \_\_\_\_\_ Date \_\_\_\_\_

As property owner / manager of this property, I have authorized the tenant listed above to have placed a temporary portable / inflatable sign on or about (date) \_\_\_\_\_

In the location indicated on the attached site plan and in accordance with the applicable CFW sign codes. This authorization becomes null and void once the permit expires. A new authorization will be required when the space becomes available again in accordance with the CFW sign codes. *Designated representatives may not be the sign contractor.*

Signature \_\_\_\_\_ Print \_\_\_\_\_ Date \_\_\_\_\_

Property Owner / Manager / Representative

Customer Service 817.392.2222 Senior Sign Inspector 817.392.7848

Email Request: [DevCustomerService@FortWorthTexas.gov](mailto:DevCustomerService@FortWorthTexas.gov) ( insert "**SIGN PERMIT**" *only in the email subject line* )